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**Christ Church Cathedral School**

912 Vancouver Street Telephone (250) 383-5125

Victoria, British Columbia cathedralschool@cathedralschool.ca

V8V 3V7 https://www.cathedralschool.ca

**HEAD OF SCHOOL**

Christ Church Cathedral School seeks an ambitious and inspiring Head of School; an energetic, strategic leader with a firm commitment to strong academics, our Anglican ethos and a deep appreciation for the value of music education. The ideal candidate will be a seasoned educator, a strong communicator, a sound financial administrator and dynamic ambassador for the school. With a proven track record of achievement and exemplary leadership skills, the candidate will build on the school's strengths and guide it through the next phase of its evolution.

The successful candidate has a master’s degree, is a current Head of School or has at least 5 years of progressive senior teaching and executive level leadership experience (eg: Assistant or Division Head), preferably within a K-8 independent school environment. You are a builder, a motivator, and a strong communicator with the ability to foster excellent relationships with key stakeholders. You possess a deep commitment to realizing the full potential of young children and to nurturing their well-being. You lead by example, with a strong capacity to delegate and bring out the very best in those around you.

**Reporting to the Board of Directors, the new Head of School will:**

* Provide oversight of academic program development, and foster an environment conducive to excellence in teaching and learning
* Be accountable on all matters relating to the financial health of the school, including financial planning, resource allocation, sustainability, and ensuring adequate revenues
* Work with the Board on the development of the school's Strategic Plan and implement strategic initiatives set out by the board
* Oversee a distributed leadership model and delegate as appropriate to senior managers
* Recruit, retain, mentor, inspire and evaluate academic and administrative staff
* Lead and support the school's administrative staff and teachers to ensure academic and operational goals and objectives are achieved and student enrolment targets are met.
* With the support of the Board, develop and enhance the culture of philanthropy, champion fundraising initiatives and engage with donors and friends of the school
* Secure and strengthen the school's highly valued culture of community

**Please visit:** [here](https://www.cathedralschool.ca/_files/ugd/8a428e_3a4019410c2849c78fe651927779d7f3.pdf) to download a complete position and school profile.

**To discover more about the Cathedral School, visit:** [www.cathedralschool.ca](https://www.cathedralschool.ca/)

**Salary and Benefits:** Christ Church Cathedral School offers a highly competitive salary and benefits package.

**An Invitation to Apply:**

Interested and qualified Candidates are invited to contact the Chair of the Search Committee in confidence. Candidates must submit the following items as PDF documents:

* Cover letter with an expression of interest in the position
* Current resumé
* A statement of educational leadership philosophy
* Three professional references with full contact information (references will not be contacted without candidate permission)

Applications should be submitted via email no later than October 20, 2023 to:

**The Chair, Search Committee**

Christ Church Cathedral School

[hos.search@cathedralschool.ca](mailto:hos.search@cathedralschool.ca)